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Matters relating to the least developed countries

National adaptation plans

**Report on the 26th meeting of the Least Developed Countries
Expert Group**

Note by the secretariat*

Summary

This document reports on the 26th meeting of the Least Developed Countries Expert Group (LEG), held in Bonn, Germany, from 4 to 7 August 2014. At the meeting, the LEG reviewed progress on the implementation of its work programme for 2014–2015, with a focus on the following activities: status of implementation of the national adaptation programmes of action; status of the process to formulate and implement national adaptation plans (NAPs); technical guidance and support for the NAP process; outreach on the NAP process; gender and other considerations regarding vulnerable communities within the least developed countries; monitoring and evaluation of the NAP process; best practices and lessons learned; support of coherence and synergy of adaptation under the Convention; mobilization of organizations, regional centres and networks; and interaction with the Global Environment Facility and its agencies. It also covers mandates provided to the LEG by the Subsidiary Body for Implementation at its fortieth session. It concludes with an update of the priority activities of the work programme of the LEG.

* This document was submitted after the due date in order to take into account relevant inputs.

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I. Mandate

1. The Conference of the Parties (COP) requested the Least Developed Countries Expert Group (LEG) to develop a two-year rolling programme of work for consideration by the Subsidiary Body for Implementation (SBI) at its first sessional meeting of each year, and to report on its work to the SBI at each of its sessions.¹

II. Summary of the 26th meeting of the Least Developed Countries Expert Group

A. Proceedings

2. The 26th meeting of the LEG was held in Bonn, Germany, from 4 to 7 August 2014. The meeting was split into three parts as follows:

- (a) A closed meeting of the LEG from 4 to 6 August;
- (b) A discussion with the Global Environment Facility (GEF) and its agencies on 7 August. The GEF and three of its agencies, namely the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP), attended the meeting;
- (c) A meeting on 7 August with relevant organizations on the alignment of the materials being developed as supplements to the technical guidelines for the national adaptation plan (NAP) process² with the technical guidelines. The following organizations attended the meeting:
 - (i) African Development Bank (AfDB);
 - (ii) CARE International;
 - (iii) Conservation International;
 - (iv) Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ);
 - (v) Global Water Partnership (GWP);
 - (vi) Global Programme of Research on Climate Change Vulnerability, Impacts and Adaptation (PROVIA);
 - (vii) Southern Voices on Climate Change;
 - (viii) United Nations Human Settlements Programme;
 - (ix) Secretariat of the Convention on Biological Diversity (CBD);
 - (x) The GEF and its agencies as referred to in paragraph 2(b) above.

¹ Decision 6/CP.16, paragraph 3.

² Available at <<http://unfccc.int/7279>>.

B. Addressing mandates from the fortieth session of the Subsidiary Body for Implementation

3. The following subparagraphs list the mandates adopted at SBI 40 that are related to the work of the LEG, as well as information on the progress made by the LEG in addressing those mandates. SBI 40 requested:

(a) The LEG and the Adaptation Committee to explore ways in which developing country Parties that are not least developed countries (LDCs) could be accommodated in the NAP Expo, to be organized by the LEG as part of its work programme for 2014–2015.³ The NAP Expo took place in August 2014 and was attended by nine participants from eight out of the 20 Parties that had been invited with funding;

(b) The Adaptation Committee, in collaboration with the LEG, to organize a workshop, back to back with a relevant meeting where possible, drawing upon experts and practitioners at different levels to share experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAPs, to be held prior to SBI 42. The LEG decided to draft a concept note to be shared with the Adaptation Committee;

(c) The LEG and the Adaptation Committee to prepare an information paper on experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAPs based on the NAP Expo and relevant documents for consideration by SBI 41, as well as to serve as an input to the workshop mentioned in paragraph 3(b) above. The LEG decided to develop the information paper and to share it with the Adaptation Committee for further inputs;

(d) The Adaptation Committee, in collaboration with the LEG and with the support of the secretariat, to prepare a report on the workshop mentioned in paragraph 3(b) above to be considered at SBI 42. The LEG agreed to discuss the approach for preparing the report at its next meeting.⁴

C. Status of implementation of national adaptation programmes of action

4. The GEF reported that, as at 15 September 2014, 49 LDCs had officially submitted national adaptation programme of action (NAPA) implementation project proposals to it in the form of project identification forms, for approval for funding under the Least Developed Countries Fund (LDCF). Of these, 46 countries had submitted at least two projects and 36 countries had submitted three or more projects. The majority of the projects submitted are on agriculture (30 per cent), disaster risk management (18 per cent), coastal zone management (14 per cent) and water resources management (13 per cent).

5. The GEF also indicated that, in total, 158 projects (including seven medium-sized projects and 132 full-sized projects) had been approved by the GEF Council, with LDCF grants amounting to USD 882.7 million since 2007. Of the projects approved, 95 (excluding for NAPA preparation) had been endorsed or approved by the Chief Executive Officer of the GEF. The GEF further indicated that some of these projects had been completed, while others were at various stages of implementation or ready to enter implementation.

6. The GEF further reported that, as at 15 September 2014, cumulative donor pledges to the LDCF amounted to USD 908.5 million, and that the ceiling for each LDC has become USD 30 million, based on the principle of equitable access.

³ FCCC/SBI/2014/4, annex I.

⁴ FCCC/SBI/2014/8, paragraphs 102, 106, 107 and 108, respectively.

D. Status of the process to formulate and implement national adaptation plans

1. Status of the launching of the national adaptation plan process at the national level in the least developed countries

7. Several countries have embarked on the NAP process according to information provided to the LEG at a formal launch event or through presentations made at the NAP global support programme workshops held between March and April 2014 and at the NAP Expo held in August 2014. These include the following:

(a) LDCs: Bangladesh, Burkina Faso, Cambodia, Ethiopia, Malawi, Togo and United Republic of Tanzania;

(b) Developing countries that are not LDCs: Indonesia and Jamaica.

2. Status of formulation of national adaptation plans

8. The LEG noted that no countries had communicated the formulation of their NAPs as at 7 August 2014. However, it also noted that:

(a) Burkina Faso shared its draft NAP with the LEG and the NAP global support programme for inputs;

(b) The Sudan indicated that it has a draft NAP during the LEG technical meeting on NAPs in February 2014;

(c) The NAP global support programme assisted Bangladesh with inputs to the NAP road map;

(d) The United Republic of Tanzania presented its road map for the NAP process during the NAP Expo in June 2013;

(e) Togo indicated that it had initiated the preparation of its road map for the NAP process in January 2014.

3. Progress on support provided to the national adaptation plan process

9. The LEG continues to capture information highlighting the support being provided to LDCs on the NAP process. Examples of the support provided between March and September 2014 are listed in paragraphs 10–16 below.

10. The LEG continued to disseminate the technical guidelines for the NAP process and other outreach materials to the NAP global support programme and other organizations, for use in their respective activities related to the NAP process. It also took part in various NAP process related activities undertaken by other relevant organizations. The LEG is also developing a number of papers on the NAP process, which address various topics and needs in order to ensure the provision of effective technical guidance and support to the process. NAP Central continues to undergo further development and is now accessible to Parties. Detailed information on the technical guidance and support provided by the LEG is elaborated in various sections of this report, and in particular chapter II.E below.

11. The European Union and its member States provide support to the NAP process through different implementing modalities. Support is being provided through the Global Climate Change Alliance to Bhutan, Cambodia, Malawi, the Republic of Moldova and the Pacific small island developing States on various projects that are related to, or that would contribute towards, the NAP process.

12. The German Federal Ministry of Economic Cooperation and Development provided, through GIZ, EUR 350,000 to Togo to facilitate the identification and assessment of institutional arrangements, programmes, policies and capacities that could provide overall coordination of and leadership for the NAP process in Togo. The funding also facilitated the assessment of available information in Togo on climate change impacts, vulnerability and adaptation.

13. The United States Agency for International Development provided support to various countries on coordination, policy development, technical assistance and other activities to help to advance the NAP process. Specific activities include the initiation of the NAP process and preparation of a road map for the NAP process in the United Republic of Tanzania in 2013, and a meeting organized for 11 countries within the Economic Community of West African States to promote national action on the NAP process as well as regional cooperation on coastal adaptation in 2013.⁵

14. The Africa Climate Change Fund, a bilateral thematic trust fund with an initial contribution of EUR 4.725 million from Germany, has been established to support African countries in becoming more resilient to climate change and in transitioning to sustainable low-carbon growth.⁶ The fund is hosted and managed by the AfDB. A first call for grant proposals was launched in August 2014, and technical assistance in the implementation of NAP processes was proposed as one of the activities to be funded.

15. The NAP global support programme conducted the following activities during the period March to July 2014: regional training workshops for all the anglophone and francophone African LDCs in April 2014; stocktaking of strengthening sectoral planning and adaptation linkages for the NAP process in Cambodia; discussions on gaps and needs in the NAP process in the Democratic Republic of the Congo, the Gambia, Guinea-Bissau, Malawi, Nepal, Senegal and the Sudan; support for laying the groundwork for the NAP process in Benin, the Comoros, Liberia and the Niger; in-country NAP-related missions in Bhutan, the Democratic Republic of the Congo, the Lao People's Democratic Republic, the Niger, Senegal, Timor-Leste and the United Republic of Tanzania; and the technical review of Burkina Faso's draft NAP and inputs to the NAP road map outline in Bangladesh.

16. GWP is undertaking various activities in supporting countries in the NAP process, in addition to those carried out jointly with the NAP global support programme. These include: mainstreaming water security as cross-cutting issues in Burkina Faso's draft NAP; stocktaking of initiatives of mainstreaming climate change into development in the Niger, and the development of a road map; and supporting a stakeholder consultation workshop on the NAP process in Malawi.⁷ GWP also co-organized a regional workshop for South Asian countries on lessons learned in the implementation of climate change adaptation strategy in the water sector. One of the objectives of the workshop, which was held in Sri Lanka from 9 to 10 September 2014,⁸ was to generate understanding of the NAP process and how it could be potentially connected to developing strategies for adaptation to climate change in the water sector.

17. The LEG also noted that more information on support provided to countries, including on the NAP process, is available through other channels under the Convention.

⁵ Further details can be found at <[http://www4.unfccc.int/submissions/Lists/OSPSubmissionUpload/39_12_130439245641041963-11.S.%20Submission%20on%20National%20Adaptation%20Plans-\(May%2005%202014\).pdf](http://www4.unfccc.int/submissions/Lists/OSPSubmissionUpload/39_12_130439245641041963-11.S.%20Submission%20on%20National%20Adaptation%20Plans-(May%2005%202014).pdf)>.

⁶ <<http://www.afdb.org/en/topics-and-sectors/initiatives-partnerships/africa-climate-change-fund/>>.

⁷ Further details can be found at <<http://unfccc.int/resource/docs/2014/smsn/igo/165.pdf>>.

⁸ The countries involved in the workshop are Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka.

including:

- (a) Fast-start finance;⁹
- (b) National communications;¹⁰
- (c) Relevant submissions from Parties and organizations, including on finance, technology and capacity-building, NAPs and the Nairobi work programme on impacts, vulnerability and adaptation to climate change.¹¹

E. Technical guidance and support for the national adaptation plan process

1. Information paper on how national adaptation plan processes can be supported in the least developed countries

18. The LEG discussed a draft information paper on how NAP processes can be supported in the LDCs. It identified the additional inputs that are required in order for the paper to be published. These included case studies on or examples of support provided to the LDCs on NAPs, existing bilateral and multilateral support channels, the NAP global support programme, supplementary materials to the technical guidelines for the NAP process and adaptation technologies.

19. The LEG decided to finalize the paper in order to inform the design and provision of support to the LDCs as they embark on their NAPs.

2. Training on national adaptation plans

20. The LEG continued discussions on the preparations for the regional training workshops on NAPs for 2014–2015.

21. The LEG decided that the regional training workshops will focus on building the capacity of countries on how to perform technical work under the NAP process. The workshops will provide tools and other resources of direct use to the countries to facilitate their work on the formulation and implementation of NAPs. They will use well-tested approaches, as well as ones that have been published through a peer-review process, to the extent possible. They will also build on the experiences from previous LEG workshops, the NAP global support programme workshops and other relevant activities.

22. The LEG reviewed the extended outline of a sourcebook for the training. The sourcebook is being developed by the LEG, with inputs from relevant organizations and experts. It covers various topics under the NAP process, organized along the 10 essential functions of the NAP process. The sourcebook will include case studies of the NAP process from the respective geographical regions.

23. Specific topics for each regional training workshop will vary depending on the experiences and needs of the countries in the respective regions. The LEG will collect inputs from the countries from each region on their specific needs and on the topics to be prioritized.

24. The first regional training workshop on NAPs will be conducted for the Pacific region and will be held in Vanuatu from 3 to 7 November 2014.

⁹ <<http://www3.unfccc.int/pls/apex/f?p=116:8:1596502543078050::>>

¹⁰ <<http://unfccc.int/4056>>

¹¹ <<http://unfccc.int/5900>> and <<http://unfccc.int/7478>>

3. Supplementary materials to the technical guidelines for the national adaptation plan process

25. The LEG took note of ongoing efforts by different organizations in developing supplementary materials to the technical guidelines for the NAP process. It also noted that some of the organizations had published their supplementary materials, while some had communicated their draft supplementary materials to the LEG for comments. As at 7 August 2014, the following materials had been or were being prepared by different organizations:

(a) *Mainstreaming Gender in Health Adaptation to Climate Change Programmes. User's Guide*, by the World Health Organization;¹²

(b) Draft supplementary guidelines to support the integration of agriculture into NAPs, and guidelines to support the integration of genetic diversity into climate change adaptation planning and NAPs by FAO;

(c) Draft document on promoting synergies in addressing biodiversity and climate change adaptation issues: linking national adaptation plans and national biodiversity strategies and action plans by CBD;

(d) *Aligning National Adaptation Plan (NAP) Processes to Development and Budget Planning*, and *The Stocktaking for National Adaptation Planning (SNAP) Tool*, by GIZ;¹³

(e) *Water Supplement to the Technical Guidelines: Supporting the National Adaptation Plan Process*, by GWP;¹⁴

(f) Tool for integration of ecosystems into climate change adaptation planning processes, by Conservation International;

(g) *How to Engage with National Adaptation Plans: Guidance for National Red Cross and Red Crescent Societies*, by the International Federation of Red Cross and Red Crescent Societies;¹⁵

(h) *Supporting NAP Development with the PROVIA Guidance: A User Companion*, developed by PROVIA;¹⁶

(i) Joint principles for adaptation, a national adaptation policy assessment tool, and a civil society guide to the LEG/NAP technical guidelines, by Southern Voices on Climate Change.¹⁷

26. The LEG decided that it will provide comments on the consistency of the materials with the NAP process, based on the technical guidelines for the NAP process.

¹² Available at <http://www.who.int/globalchange/publications/Mainstreaming_Gender_Climate.pdf>.

¹³ Available at

<<https://gc21.giz.de/ibt/var/app/wp342def/1443/index.php/knowledge/mainstreaming/tools>>.

¹⁴ Available at <<http://tinyurl.com/pynkvxw>>.

¹⁵ Available at

<<http://www.climatecentre.org/downloads/File/IFRCGeneva/IFRCNationalAdaptionPlans.pdf>>.

¹⁶ Available at <<http://www.sei-international.org/mediamanager/documents/Publications/Climate/PROVIA-NAP-user-companion-2014.pdf>>.

¹⁷ Available at <http://southernvoices.net/images/docs/JointPrinciplesforAdaptation_v1.pdf>.

<http://southernvoices.net/images/docs/JPA_Assessment_Tool_1.0-2.pdf> and

<<http://www.southernvoices.net/images/docs/SVA-CS-NAP-GuidelinesDraft.pdf>>, respectively.

27. The LEG held discussions with relevant organizations on the alignment of the supplementary materials with the technical guidelines for the NAP process, as part of its 26th meeting. This was arranged in accordance with the SBI 40 conclusions regarding the importance of the alignment of supplementary materials with the technical guidelines.¹⁸ In leading the discussions, the LEG reiterated its general recommendations for the development of the supplementary materials.¹⁹ The LEG decided on the following action points for the organizations developing supplementary materials:

(a) The supplementary materials should include a description of the supplement, a brief overview of how the supplement is aligned with the technical guidelines and how the alignment is described or presented in the supplement;

(b) Organizations should use terminology in the supplements that is consistent with that in the technical guidelines, while remaining true to sectoral approaches in practice, and should work in close collaboration with the NAP Central support group to further elaborate the taxonomy being used to tag information on NAP Central;

(c) Organizations should consider developing, with the participation of the LEG, a joint integrating framework that would be used to support countries in managing the application of the different supplementary materials, especially in integrating and harmonizing components of NAPs at the individual country level, taking into account the unique arrangements for the countries in terms of how issues are aggregated into sectors and line ministries;

(d) When demonstrating alignment with the technical guidelines, most organizations have used the LEG diagram on how the NAP process could progress for a country.²⁰ The LEG has subsequently developed a list of 10 essential functions of the NAP process that encapsulate the core components of the process. These could provide an alternative for mapping the supplementary materials to the technical guidelines.

4. Supporting the national adaptation plan process through NAP Central

28. A meeting of the NAP Central support group was held during SBI 40. The group made recommendations to ensure the following functionality of the system:

(a) Tracking of NAPA priority projects and their implementation to show progress on implementation of NAPAs and to highlight remaining gaps in implementation;

(b) Interactive functions to enable countries to ask questions;

(c) Ways to connect countries with the providers of support, tools, data, products, etc.;

(d) Archival function for country portals, with the search function extended to cover the archives;

(e) Profiles of partners/providers of key tools, data and support;

(f) A marketplace for projects and/or activities;

(g) Capturing of search/usage history to help to improve navigation;

(h) Multilingual support for the search function;

¹⁸ FCCC/SBI/2014/8, paragraph 86.

¹⁹ FCCC/SBI/2013/15, paragraph 25.

²⁰ See figure 1 in *The National Adaptation Plan Process: A Brief Overview* (LEG. Available at <http://unfccc.int/files/adaptation/application/pdf/nap_overview.pdf>).

(i) Protocols for archiving, choosing content, moderation/approval of work flows, responsibilities and disclaimers;

(j) Ways to use the country portals and other functions to provide a decision support system along the NAP process.

29. The LEG took note of the progress made on the development of NAP Central, noting that most of the recommendations referred to in paragraph 28 above had been implemented in the system. It agreed that an additional page describing the NAP process will be required. It also agreed that on functions such as the NAP helper, the LEG will provide answers only to questions that are within its mandate or expertise, and direct any other technical questions to relevant bodies, organizations and/or experts for assistance. The LEG also noted that access to the content in NAP Central will take into account the necessary privacy requirements.

30. The LEG decided that the NAP Central support group will continue to support the ongoing development of the system.

F. Outreach on the national adaptation plan process

I. NAP Expo

31. The NAP Expo was held on 8 and 9 August 2014, immediately after the 26th meeting of the LEG.²³ It was attended by nearly 200 participants from:

(a) Parties: LDCs; developing countries that are not LDCs, which were invited in response to the SBI 40 mandate referred to in paragraph 3(a) above; and developed countries;

(b) Convention bodies: the LEG, the Adaptation Committee and the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE);

(c) United Nations organizations and specialized agencies;

(d) The NAP global support programme;

(e) Bilateral and multilateral agencies;

(f) Regional centres and networks;

(g) Non-governmental organizations;

(h) Research institutions;

(i) Individual experts, including lead authors of various chapters of the Fifth Assessment Report of the Intergovernmental Panel on Climate Change.

32. The NAP Expo was organized through the support of an advisory group composed of members of the LEG, the Adaptation Committee and the Technology Executive Committee (TEC), and representatives from Parties, the NAP global support programme and the various organizations and agencies. The advisory group worked through electronic means, and also held a meeting during the fortieth sessions of the subsidiary bodies to deliberate on the arrangements for the event. It provided inputs to, among other issues, refining the concept note, defining the participants and the design of the programme for the event. The members of the group also contributed technical content, and most participated and engaged in the event.

²³ See <<http://unfccc.int/8425>> for the materials and presentations from the NAP Expo.

33. The purpose of the NAP Expo was to provide an opportunity to mobilize action and support for the formulation and implementation of NAPs, to share technical knowledge and tools, and identify gaps and needs of LDCs and other developing countries as they undertake the NAP process. It addressed the following topics:

- (a) Adaptation in the development context;
- (b) Assessing and managing climate change risk;
- (c) Experiences of scientific capacity-building through research in developing countries, and of integrating climate change into national development planning;
- (d) Experiences, key lessons, and gaps and needs of countries as they embark on the NAP process: national road maps; national and local adaptation planning; gender considerations; capacity needs and accessing support; and multi-stakeholder dialogues on enabling effective institutional arrangements for NAP formulation and implementation;
- (e) Experiences of supporting the NAP process in countries: readiness for the Green Climate Fund; the NAP support programmes; and accessing resources from the GEF;
- (f) Integrated approaches to planning and implementation of adaptation, with examples concerning agriculture, water resources, local communities, monitoring and evaluation, as well as lessons learned from the Pilot Program for Climate Resilience and the Global Facility for Disaster Reduction and Recovery;
- (g) Relevance of national drought management to the NAP process;
- (h) Sharing knowledge on selected issues: science-policy interaction for effective decision-making; decision-making in managing climate risks; monitoring and evaluation; addressing adaptation in mountain regions; setting up national climate funds and budget codes; the pros and cons of integrated, sectoral and regional approaches in framing adaptation plans.

34. The event was addressed at the closing meeting by Mr. Kare Chawicha Debessa, State Minister, Ministry of Environment and Forests of Ethiopia. He highlighted the event's importance in knowledge-sharing and communication on the NAPs, given the challenges faced by LDCs.

2. Publication of an overview of the national adaptation plan process and other products

35. The LEG discussed the development of a publication providing an overview of the NAP process and information on how to apply the technical guidelines for the NAP process. The publication is intended to enhance awareness of the NAP process and the technical guidelines. It is not intended to be a guide, and will include adequate references to the section of the technical guidelines that is relevant to the actual work under each of the steps of the NAP process.

36. The LEG agreed that the publication should build on the existing publications and focus on the elements of the NAP process. It will draw on the essential functions of the NAP process. The target group for the publication is mainly the national experts involved in the coordination and the conduct of the NAP process.

37. The LEG also reviewed the frequently asked questions on the NAPs. These were developed and disseminated during the engagement of the LEG in the NAP global support programme regional training workshops. The LEG decided that the frequently asked questions should be published on the LDC portal and NAP Central as a dynamic document.

G. Gender and other considerations regarding vulnerable communities within the least developed countries

38. The LEG discussed a draft publication on strengthening gender considerations in adaptation planning and implementation in the LDCs. The LEG agreed on additional enhancements in finalizing the paper, including the incorporation of relevant tools, experiences and a description of how to integrate gender into the NAP process. It agreed that the structure of the paper would need to reflect on, *inter alia*:

- (a) Linkages between gender and climate change;
- (b) The importance of adopting a gender-sensitive approach in adaptation to climate change;
- (c) The importance of gender in NAP processes;
- (d) Tools for integrating gender considerations into national planning processes and the implementation of adaptation activities;
- (e) Experiences of integrating gender considerations into national planning processes and the implementation of adaptation activities;
- (f) Integration of gender considerations into the NAP process.

39. The LEG took note of the progress made by the Indigenous Peoples of Africa Coordinating Committee in developing relevant materials on the integration of gender and indigenous and traditional knowledge issues into the NAPs, and by Southern Voices on Climate Change in developing relevant materials for the engagement of local communities in the NAP process. The LEG decided to collaborate with these organizations, as well as other relevant organizations, in developing the publication referred to in paragraph 38 above.

H. Monitoring and evaluation of the national adaptation plan process

40. The LEG discussed a draft technical paper describing the tool for monitoring and evaluating progress, effectiveness and gaps (the PEG M&E tool) and its application in the NAP process. It agreed on additional enhancements in finalizing the paper, including capturing the different levels of the NAP process, balancing the focus between the two objectives of the NAP process, adding examples of existing monitoring and evaluation approaches, as well as drawing relevant lessons from national planning, budgeting and auditing processes.

41. The LEG decided that the tool should be tested through case studies at the national level and in collaboration with relevant partners and organizations.

I. Best practices and lessons learned

42. The LEG noted the progress made by the advisory group on the revision of methodologies for capturing and sharing best practices and lessons learned in addressing adaptation in the LDCs.²² The advisory group carried out an analysis of 41 methodologies from a wide range of organizations at the national and global levels pertaining to various sectors/themes. The analysis indicated that the process for identifying best practices and

²² The advisory group is composed of LEG members, a member of the Adaptation Committee and a representative of the LDC group.

lessons learned could include data collection, selection of criteria, application of the criteria, documentation and dissemination of results, and modalities and frequency of the exercise. The criteria could include the effectiveness and impacts, measurability, replicability, efficiency and sustainability of the practices.

43. The LEG noted that the context for best practices may depend on country-specific conditions. It decided to use the recommended steps in the technical guidelines for the NAP process as generic best practices, which would be supported by experiences or case studies from the countries concerned on how the best practices were developed or applied. This would be accompanied by information provided by the countries on associated lessons learned, together with examples of the application of the practice.

44. The LEG decided on the following next steps:

(a) Provide feedback to the advisory group, including further work on testing the selected methodology;

(b) Application of the methodology in developing the information paper on experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAPs as referred to in paragraph 3(a) above;

(c) Application of the methodology in developing the third volume of the LEG publication on best practices and lessons learned in addressing adaptation in the LDCs.²³

J. Support of coherence and synergy of adaptation under the Convention

1. Inputs to the work of the interim Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts

45. The LEG discussed inputs to the development of the workplan of the interim Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts. The LEG agreed that its contributions to the work of the interim Executive Committee will be in accordance with its mandate. The contributions may include experiences, best practices and lessons learned in addressing adaptation in the LDCs, ideas on how the NAP process can reduce the risks of loss and damage, and any other areas that may benefit from the expertise of the LEG.

46. The LEG also took note of the potential importance of analysing the mandates and workplans or work programmes of relevant constituted bodies and expert groups with a view to identifying linkages and areas of coherence and synergy.

2. Collaboration with the Adaptation Committee

47. The LEG took part in the 5th meeting of the Adaptation Committee, held in March 2014,²⁴ and was represented by Mr. Thinley Namgyel (Bhutan), who also serves in the Adaptation Committee's task force on NAPs. At this meeting the LEG shared updates on recent activities in the implementation of its work programme and on specific areas of collaboration with the Adaptation Committee.

48. The LEG also took part in the joint meeting of the Adaptation Committee and the Nairobi work programme on available tools for the use of indigenous and traditional knowledge and practices for adaptation, needs of local and indigenous communities, and

²³ The first and second volumes of the publication on best practices and lessons learned in addressing adaptation in the LDCs are available at <<http://unfccc.int/6110>>.

²⁴ See <http://unfccc.int/adaptation/groups_committees/adaptation_committee/items/8012.php>.

the application of gender-sensitive approaches and tools for adaptation.²⁵ The LEG was represented at this meeting by Ms. Marianne Karlsen (Norway).

49. The LEG noted that the Adaptation Committee's task force on NAPs has published its workplan,²⁶ and agreed on the following recommendations for the task force in the execution of the workplan:

(a) The task force should take into account the specific needs of the LDCs in the implementation of its activities;

(b) The task force should coordinate its relevant activities with those of the LEG in order to avoid duplication and/or parallel efforts.

50. Mr. Juan Hoffmaister (Plurinational State of Bolivia) and Mr. Fredrick Kossam (Malawi) from the Adaptation Committee attended the 26th meeting of the LEG as part of their respective engagements in the LEG advisory group referred to in paragraph 42 above, and in the NAP Central support group.

3. Collaboration with the Technology Executive Committee

51. The LEG took part in the joint Adaptation Committee/TEC workshop on adaptation technologies²⁷ and contributed to the exploration of further areas of collaboration with respect to adaptation technologies. It agreed to continue to engage with the TEC on ways to enhance the understanding of adaptation technologies in LDCs.

4. Revision of the technical papers on regional synergy and synergy among multilateral environment agreements

52. The LEG discussed the final draft of the revised technical paper on regional synergy. The paper contained a number of enhancements, including additional examples of regional synergy, and references and links to relevant work under the other Rio Conventions, regional economic communities, United Nations organizations and other international organizations. The LEG agreed to incorporate further examples of regional synergy into the final version of the paper, ensuring a balance across different geographical regions.

53. The LEG also further elaborated the elements of the revised technical paper on synergy among multilateral environment agreements. It balanced the scope to ensure that the paper addresses synergy at all three levels (global, regional and national). Examples from the LDCs are to be included in the final version of the paper.

54. Once finalized, both papers will be used as resources for the NAPs, including as part of NAP Central. They will be complemented by further examples and case studies to be made available on the system.

K. Mobilization of organizations, regional centres and networks

55. The LEG took note of its ongoing engagement of a wide range of organizations, regional centres and networks in the implementation of its work programme for 2014–2015. It engaged various experts and/or representatives from:

(a) Parties;

²⁵ See <<http://unfccc.int/8020>>.

²⁶ Available at

<http://unfccc.int/files/adaptation/cancun_adaptation_framework/adaptation_committee/application/pdf/nap_tf_workplan_7june14.pdf>.

²⁷ See <http://unfccc.int/tclear/templates/render_cms_page?TLC_meetings>.

(b) Convention bodies (the Adaptation Committee, the ILC, the Standing Committee on Finance and the CGI);

(c) United Nations organizations and specialized agencies;

(d) Bilateral and multilateral agencies;

(e) Regional centres and networks;

(f) NAP global support programme for the LDCs;

(g) National, regional and international non-governmental organizations.

56. Specific activities for which the experts and/or representatives were engaged include the LEG technical meeting on NAPs held from 26 to 28 February 2014, design of the NAP Expo, ongoing development of NAP Central and the LEG side event at SBI 40.

57. The LEG decided to continue to mobilize relevant organizations and experts in implementing its work programme.

L. Discussions with the Global Environment Facility and its agencies

58. The discussions addressed latest experiences, emerging issues, gaps and success stories with regard to the implementation of NAPAs. They also touched on other projects being developed under the LDCF and the NAP global support programme.

59. The GEF provided information on the LDCF support to NAPAs and NAPs (see also chapter II.C above). On NAPAs, the GEF indicated that: a large majority of the projects submitted by the LDCs for funding under the LDCF is aligned with their NAPA; all projects are consistent with LDCF strategies, eligibility criteria and priorities; NAPA projects are mainstreaming gender into adaptation initiatives; and a large majority of NAPA implementation projects included wide stakeholder involvement. The GEF also indicated that NAPA projects have contributed towards advancing the NAP process in many LDCs. It informed the LEG that technical clearance has been granted on expanding the NAP global support programme for the LDCs. The GEF further indicated that it is working jointly with its agencies on a publication on lessons learned and best practices in accessing GEF funds, to be launched at COP 20. The GEF annual monitoring review²⁸ would be a useful resource for providing support to the NAPs.

60. The LEG posed specific questions to the GEF on its efforts on communication, awareness-raising and facilitating access to the resources under the LDCF. The GEF highlighted various activities, including the country support programme and the regional extended constituency dialogues, which engage the GEF operational focal points and the national climate change focal points. It also mentioned its participation in LEG workshops and events, and the recent NAP global support programme workshops, where information on accessing resources from the LDCF is shared with the countries.

61. UNEP presented its experiences and lessons learned with regard to adaptation. The experiences included the following key achievements related to the NAPA projects:

(a) Restoration of degraded mangrove ecosystems in Djibouti, with two functional mangrove nurseries, each producing 6,000 seedlings per generation;

(b) Installation of 22 automatic weather stations in Rwanda, providing live data through the Internet;

²⁸ More information is available at <<http://www.thegef.org/gef/AMR>>.

- (c) Installation of five weather stations in Comoros;
 - (d) Provision and installation of data-generating equipment for automatic weather stations and weather forecasters in the Gambia, as well as training of weather forecasters and technicians;
 - (e) Integration of climate change into primary (grades 1 to 3; social studies) and secondary (geography and agriculture) curricula in Lesotho;
 - (f) Mangrove restoration in mudflats in Cambodia, covering 15 hectares (150,000 seedlings) in the Peam Krasoab Commune and rehabilitation of a dyke in the Prey Nup Commune;
 - (g) Nine training workshops in Afghanistan on climate change adaptation, monitoring and evaluation, data collection, geographical information systems, mapping and climate change awareness for various government officials and local community members.
62. It also presented the following issues faced by some LDCs in the implementation of NAPAs, encompassing:
- (a) Constraints in the availability of skilled and experienced human resources at the local levels, and the challenges related to co-implementation with other GEF agencies;
 - (b) Significant delays in starting some of the project activities, ranging from delays in setting up a bank account for transfer of funds, delays in setting up project management units and delays in the disbursement of funds to the countries, which has meant that at worst, there is very little progress to show even after the project has theoretically been under way for at least two years.
63. UNDP provided information on the number of NAPA projects it is supporting under the LDCF. It outlined the following lessons learned:
- (a) Intensifying the level of detail and analysis in the design phase would facilitate the implementation of actions in the project execution stage;
 - (b) Countries have established foundations for integrating climate change into medium- and long-term planning;
 - (c) Adaptation finance comes from multiple sources. This requires the establishment of institutional structures and mechanisms that are demand led and enable innovation, accountability and transparency, as well as the strengthening of the capacities of national institutions to plan, budget, track and monitor climate finance;
 - (d) Mainstreaming climate change adaptation into development planning requires a 'whole of government' approach that supports iterative planning and budgeting that takes climate change into account.
64. UNDP and UNEP also provided an update on the activities of the NAP global support programme. A summary of activities carried out between March and July 2014 is provided in paragraph 15 above. UNDP and UNEP also presented the following lessons learned from the implementation of the programme:
- (a) The LDCs acknowledged the importance of the process approach to the NAPs, and viewed the production of NAPs as stand-alone documents to be a key step of this process;
 - (b) Climate finance for NAPs, including finance for implementation, is a priority for the LDCs;
 - (c) Institutional coordination is a challenge for all countries. Exchange of experiences can promote learning;

(d) Broadening the NAP process beyond environment ministries to integrate with planning and budgeting processes and national development strategies is a long-term process;

(e) Regional thematic workshops provide an avenue for technical training as well as South-South exchange.

65. They further highlighted planned activities for the rest of the programme until August 2015, which include a regional training workshop for the Pacific region, follow-up in-country support, stocktaking and knowledge management.

III. Update on priority activities of the work programme of the Least Developed Countries Expert Group

66. The LEG took note of the progress made in the implementation of its work programme for 2014–2015, and of the additional activities from SBI 40 mandates. It discussed the prioritization of its activities, noting the encouragement by SBI 40 to the LEG to maintain flexibility in the management of its work programme, taking into account available resources. It decided to give priority to the following activities between August 2014 and its next meeting, to be held during the first half of 2015:

(a) Information papers and/or publications, as follows: overview of the NAP process referred to in paragraphs 35–37 above; information paper on how NAP processes can be supported in the LDCs referred to in paragraphs 18 and 19 above; publication on strengthening gender considerations in adaptation planning and implementation in the LDCs referred to in paragraphs 38 and 39 above; and the technical paper on a tool for monitoring and evaluation of progress, effectiveness and gaps for the NAP process referred to in paragraphs 40 and 41 above; and the information papers on synergy referred to in paragraphs 52–54 above;

(b) A meeting involving representatives of Parties, the GEF and its agencies, and other relevant organizations in order to take stock of the work of the LEG;

(c) An information paper on experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAPs to be prepared jointly with the Adaptation Committee, as referred to in paragraph 3(c) above;

(d) Responding to individual requests from Parties for support for the NAP process, including through the provision of comments and feedback on draft NAPs, and the sharing of experience and lessons learned;

(e) LEG regional training workshops on NAPs;

(f) Development, review and application of the methodologies for the third volume of the publication on best practices and lessons learned in addressing adaptation in LDCs as referred to in paragraph 44(c) above;

(g) Development of NAP Central;

(h) Convening a meeting involving representatives of Parties, the GEF and its agencies and other relevant organizations, with the assistance of the secretariat, in order to take stock of the work of the LEG before June 2015;

(i) The workshop to share experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAP, as mentioned in paragraph 3(b) above, to be organized jointly with the Adaptation Committee.

Annex**Members of the Least Developed Countries Expert Group as
at 7 August 2014**

Mr. Abias Huongo	Angola
Mr. Ibila Djibril	Benin
Mr. Thinley Namgyel	Bhutan
Mr. Matti Nummelin	Finland
Mr. Mphethe Longwane	Lesotho
Mr. Benon Bibbu Yassin	Malawi
Mr. Batu Krishna Uprety	Nepal
Mr. Jan Verhagen	Netherlands
Ms. Marianne Karlsen	Norway
Mr. Douglas Yee	Solomon Islands
Mr. Paul Abiziou Tchinguilou	Togo
Ms. Pepetua Election Latasi	Tuvalu
Mr. Fredrick Manyika	United Republic of Tanzania
